

AREA 4 RULES

State FFA Degree Selection

1. FFA record books and applications must correspond.
2. All applications must be received no later than 5:00 pm.
3. All applications must go directly to state from the screening.
4. FFA pages in record book must correspond with the application or be redlined.
5. The 5 activities above the local level must be highlighted in the FFA pages.
6. The teacher must bring the student's disk, in order to make any changes to the application.

Star FFA Degree Selection

1. Star Area FFA degree applications will be scored with caps on.
2. Star Area Farmer degree will be scored without the scope and growth placement/agribusiness points. (Production will be defined as those enterprises listed on pages 18,19,20,21, and 22 of the state degree handbook.)
3. Star Area Agribusiness degree will be scored without the scope and growth production points. (Production will be defined as those enterprises listed on pages 18,19,20,21, and 22 of the state degree handbook.)
4. Star applications will be voted on in private by all teachers on the selection committee who do not have a student competing.
5. The selection committee will consist of 9 Area 4 teachers selected at the Area Proficiency and State degree workshop. The Senior state degree representative will serve as chairman.

Area 4 Proficiency Selection

1. The committee will consist of all Ag teachers not in the State FFA degree selection. The committee will be selected at the Area Proficiency and State degree workshop.
2. A committee assistant chairman will be selected at the January meeting to preside over the proficiency selection the following year.
3. No teacher will make decisions on a proficiency area that involves one of his/her students.
4. All applications must be typed, have no blinders, no covers, no laminating and on white paper.
5. All applications will be sent directly to the state after screening.
6. Minor changes may be made the evening of the screening. This is left to the discretion of the proficiency selection committee.
7. Point systems on the score sheet must be followed.
8. The inventory section of proficiency awards are to be scored in the following manner:
Any item listed with an ownership percent of 0 will receive no points.

Items normally sold or owned as a set may not be listed as individual parts.
(example: A socket or wrench set must be listed on one line as a "set" not on several lines as individual wrenches or sockets.)

All valid inventory entries will receive 1 point per line filled in plus up to ten lines. In addition up to ten more points will be added based on total inventory value using the scoring table listed below.

\$1	-	\$2000	=	1	Points
\$2001	-	\$4000	=	2	Points
\$4001	-	\$6000	=	3	Points
\$6001	-	\$8000	=	4	Points
\$8001	-	\$10000	=	5	Points
\$10001	-	\$12000	=	6	Points
\$12001	-	\$14000	=	7	Points
\$14001	-	\$16000	=	8	Points
\$16001	-	\$18000	=	9	Points
\$18001	&	Up	=	10	Points

9. Once the winners are posted by the chairman, the results will be final except in the case of multiple winners.
10. Student teachers may observe but not judge.
11. All applications must be in place by 5:00 pm.
12. The chairman is in charge of a scorecard to be utilized in the selection process.

Area 4 Officer Selection

1. Selection will be made on a designated night prior to the Area 4 Banquet.
2. Application must be filled out prior to the interview.
3. Interviews will be given by the retiring senior officers and area advisors.
4. The applicants will take a Parliamentary Procedure/General FFA Knowledge test.
5. Applicants must turn in a completed State Degree Leadership Page.
6. Interviews and officer selection will be made by the retiring senior officers based upon the Area Officer Interview Guidelines.
7. Officers will be announced at the Area 4 Banquet.

State Officer Selection

1. An agreement sent out by the state office, must be filled out and submitted.
2. A candidate biography must be submitted.
3. Each candidate must submit a copy of the leadership page from their state FFA degree application.
4. Selection will be done by a committee of 2 current state officers and 3 advisors not from Area 4. The 3 advisors will be nominated at the State degree and proficiency award workshop in January.
5. The State officer scorecard must be followed by the committee.
6. Each FFA chapter may have only one candidate.
7. An advisor must score the leadership page and tabulate the points from on the scorecard.
8. Interviews will be the night of the Area 4 FFA Contests and will start at 5:00pm.

Area 4 Contests

1. Committee assignments will be made by the Area 4 Ag teacher executive committee.
2. Official FFA dress must be worn.
3. Sweepstakes plaque is awarded by points system. The top three places in each contest will be awarded points as follows: 1st=3pts, 2nd=2pts, and 3rd=1pts. The FFA chapter with the highest point value wins.
4. Area president is responsible for sending contest results to the state office.
5. Recommended that judges cannot be used two years in a row. Emergency changes may be made by the Area 4 executive committee and the contests chair. Judges cannot be used if they are judging at the district or state contests in the same year.

FFA Knowledge

1. Rules posted in the state bulletin will be followed.
2. Contest chairman is responsible for providing the Area 4 test and key.
3. Official dress will be followed and left to the discretion of the contest chairman.
4. Contest chairman is responsible for providing the test to all area advisors.

Creed Speaking, Prepared Public Speaking, and Extemporaneous Public Speaking

1. Rules posted in the state bulletin will be followed.
2. Recommended that the judges are not used two years in a row and they must be from three different schools.

Parliamentary Procedure

1. Area 4 advisors are not allowed to judge, video tape or time the Area 4 contest.
2. Rules in the state contest bulletin will be followed.
3. Judges must follow the state score sheet.
4. Recommended that judges are not used two years in a row and not judge at district or state that year.

FFA Book Contests

1. Score sheets must be used as provided in the state contest bulletin.
2. Contest chairman will provide the score sheets.
3. Each book will be scored individually and score sheets placed in the book for critiquing purposes.
4. Each book will be judged by at least two advisors that do not have books in the contest.

Area 4 Ag Teacher Executive Committee Responsibilities

1. Consists of all officers in the Area 4 Ag teacher association.
2. Makes all contest committee assignments.
3. Makes necessary decisions to update the needs of the Area.
4. Keep track of and update the area contest bulletin.
5. Attend district planning meeting.
6. Selection process of one officer will be made at the Area 4 summer meeting and each officer ascend to the next office.

President

1. Preside at meetings.
2. Make committee assignments for the Area 4 ag teachers.
3. Represent Area 4 Ag teachers at official functions.

4. Record Area 4 contest, state degree, and proficiency award results.
5. Secure Advisors for state officer interviews.

Vice President

1. Assume duties of the president in his/her absence.
2. Ex-officio member of all Area 4 teacher committees. (State degree and proficiency award)

Secretary

1. Prepare and post meeting agendas.
2. Prepare and present minutes from previous meetings.
3. Keep an up to date Area 4 file.
4. Update Area rules and distribute to Area teachers.

Treasurer

1. Receive, record, and keep track of Area 4 teacher monies.
2. Collect Area 4 Ag teacher dues.
3. Be responsible for securing refreshments for all Area 4 Ag teacher functions.

The following is a rotation of the National FFA officer for the Area 4 Association. It is set up on a three year rotation. The Area 4 President and the Area 4 FFA advisors are responsible for seeing that the officer is distributed as follows:

<u>Year 1 (2004)</u>	<u>Year 2 (2005)</u>	<u>Year 3 (2003)</u>
Ashland	Wellsville	Hannibal
Columbia	Van-Far	Monroe City
Fulton	Mexico	Mark Twain
South Callaway	Troy	Palmyra
North Callaway	Montgomery City	Bowling Green
Centralia	Community R-6	Clopton
New Bloomfield	Silex	Louisiana
Paris	Philadelphia	Elsberry
Hallsville		

If a new FFA chapter is formed, they shall have priority to host the national officer. This would be an addition to the schedule listed above. If a school chooses not to host the officer during their rotation, they will forfeit until their turn comes around again. Transportation of the National Officer will be the responsibility of those schools in the specific rotation. This is put together with the understanding that each school is willing to host a National Officer and that they want to insure that each school in Area 4 has the same chance to host as well.

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Area Officer Interview Guidelines

Area officers will be determined by points using the following process.

Points will be as follows:

50 points - FFA and parliamentary procedure knowledge

An FFA knowledge and parliamentary procedure test will be given to all the candidates consisting of 15 general FFA knowledge questions and 10 general parliamentary procedure questions at 2 points each. All questions must come from the current Official FFA Manual. The test will be written by an Area 3 instructor to be selected by the Area Advisor.

50 points – Leadership Page from State Degree Application

Each candidate will bring a completed copy of the leadership page from the state FFA degree. This page will be scored using the State Degree Handbook. The score will be factored as follows: $\text{Top Candidates score} = 50 \text{ points}$
 $\text{Candidates Score} / \text{Top Candidates Score} * 50 = \text{Score}$ Each candidates score will be percentage of the top candidates leadership page score.

100 points – Interview scores given by interviewing committee composed of retiring Area IV Officers and Area Advisor using the interview scorecard

The first interview round will be limited to 5 minutes per person. The interview will be conducted by the outgoing area officers. The questions to be asked will be developed just prior to the start of the interview. An emphasis will be placed on asking questions designed to discover the candidate's ability to serve as an effective area officer. Each candidate will be given all of the questions when they enter the room. It will be the candidate's choice as to the order they answer the questions. The Area officers may ask questions for points of clarification during the interview. The Interviewing committee members may not discuss candidates during the first round and the Area advisor may not score the interviewees. The scores will be averaged to determine the candidates final interview score.

The top candidates who will serve as Area Officers will be identified based on the scores from the test, leadership page, and interview scores. The Outgoing Area Officers and Area Advisors will then conduct a second round of interviews with the top candidates and determine the officer slate. The slate will not be revealed until the Area Banquet.

5 or 6 – Average

9 or 10 – Outstanding

[illegible]

Area Four Officer Interview Score Card Explanations

Speaking Ability:

1. **Voice** includes:
Quality, pitch, force, articulation, pronunciation.
2. **Stage Presence** includes:
Personal appearance, poise and body posture, attitude, confidence, personality, ease before audience.
3. **Power of Expression** includes:
Fluency, emphasis, directness, sincerity, communicative ability, conveyance of thought and meaning.
4. **General effect** includes:
Extent to which the speech was understandable, convincing, pleasing, and held attention.

Response to Questions:

1. **Understandable:**
The answers were logical and made sense.
2. **Direct and to the Point:**
The questions were answered concisely, to the point, and without rambling.
3. **Reflects Ability to Serve as an Officer:**
The candidate's responses to the questions indicate they have the ability to serve as an area officer.

Personal Competence:

1. **Organized:**
Did the candidate appear to be organized in their answers and approach to the interview but not overly rehearsed or using canned answers?
2. **Personable:**
Is the candidate friendly and do they appear to be a person that is easy to get along with?
3. **Confident:**
Does the candidate appear confident in their ability to speak in front of others and serve as an Area Officer?